



Instructions for Students

LUAWMS Online Classes

Instructions for Students:

1. Students are advised to download Microsoft Teams and contact their class teachers to get their credentials (ID & Passwords) and then sign in Microsoft Teams.
2. Please note that your IDs are based on your registration/enrolment numbers and ending with **@student.luawms.edu.pk**
For Example: **2k15-cs-01@student.luawms.edu.pk**
3. Students are advised type exactly in the same pattern, use (-) dashes where there are dashes, use (.) dots where there are dots. Do not confuse (-) dash with (.) dot and (.) dot with (-) dash
4. Students are also advised not to confuse with (_) underscore in place of (-) dash. These two are different signs. Please note that there is no underscore (_) signs in your IDs.
5. After you login to your Microsoft Teams and if any teacher created their class team/group and added you, then you will find that group.
6. Students can contact their teacher via that team/group.
7. If any student is facing issue with logging in then contact your teacher.
8. If you login and find nothing it means that your teachers have not created any team/group or they have not added you yet, so be patient and contact your teachers or HoD regarding this.
9. The timetable can be different from your original one. You can get the live class timings from your teachers.
10. All other materials including notes, Power Point Presentations, PDF files uploaded by teacher will be available in that team/group for your self-study purpose.
11. All the live session/classes will be recorded by teacher and will be available in the group/team in case if any student missed that live session/class due to Electricity/Internet problem.

Note: Be advised you will be using these services on HEC subscription based Microsoft platform, all sessions and teams/groups may be monitored, logged and audited by HEC, so be careful while using the services.



Microsoft Teams Download Links:

For Laptop/PC: <https://go.microsoft.com/fwlink/p/?linkid=869426>

For Android Phone: <https://play.google.com/store/apps/details?id=com.microsoft.teams>

For iPhone: <https://apps.apple.com/us/app/microsoft-teams/id1113153706>

Online Browser Access Link: <https://teams.microsoft.com>

Microsoft 365 Features for Education:

Microsoft Teams Access

Free Storage: 1TB Disk Space for File Storage using Microsoft OneDrive

Link <http://onedrive.com>

Microsoft Licensed Software (Windows 8/ Windows 10, Windows Server etc.)

Link: <https://aka.ms/devtoolsforteaching>

Microsoft Office License (MS Word/ MS Excel/ MS PowerPoint etc.)

Link: <http://portal.office.com>